

**CAROLINAS COLLEGE OF HEALTH SCIENCES
POLICY AND PROCEDURE**

Section II – Academic/Student

SUBJECT: STUDENT GOVERNMENT ASSOCIATION/SGA ELECTIONS

REVIEWER(S): SGA Advisors*
Dean of Student Affairs and Enrollment Management

I. POLICY

The College provides the opportunity for all students enrolled in for-credit programs to be members of the Student Government Association (SGA). The elected officers and representatives serve to provide a means of communication between the administration, faculty, and student body. The SGA provides student input into administrative decisions, coordinates community services, class projects, and fund-raising projects, and provides opportunities for the development of leadership skills among students. The president appoints advisors to guide the direction of activities of the SGA. The College will provide for an orderly process of election of student government representatives and officers.

II. PROCEDURE

A. Election of Officers

1. Annually, all program students with an academic year remaining are eligible to be elected to represent the student body as officers of the SGA. The offices are:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
2. Officer elections will be coordinated by the SGA advisors annually in May.
3. Elections shall be held in a fair and consistent manner.
 - a. The offices of president, vice president and secretary will be cycled in an upward rotation between the programs. The candidate receiving the most votes from each program will assume the office designated. In the event that there are more than three programs seeking office, a second vice president position will be established for that academic year.
 - b. The office of treasurer will be held by a general studies student.
4. Notice of elections will be made during orientation on the first day of summer session classes
5. Nominations will be accepted for two weeks.
 - a. Self-nominations and nominations from classmates will be accepted.
 - b. Nominees should be approached prior to name submission to ensure willingness to serve, if elected.
6. Campaigning will occur during the following seven days, during which time students may post items in the appropriate common areas. All posted items are subject to review by the SGA advisors and must be approved prior to posting.
7. SGA will host an Election Day event, during which candidates may introduce themselves. Election Day will be held the third week after the nomination period begins. Date will be determined by the SGA advisors who will schedule the event on the highest student attendance day.
8. Only currently enrolled students receive ballots to vote. To vote by absentee ballot students contact a student government association advisor by the end of business (4:30 PM) on the Friday prior to Election Day.
9. Votes will be counted by two college representatives.
10. Election results will be posted within 36 hours of balloting
11. Ballots will be kept on file by an SGA advisor for three working days following the election.

Recounts may be requested by candidates during this time.

12. In the event the president withdraws from the position, the vice president will assume the position of president. Should officers other than the president withdraw from the position; the president will decide if the responsibilities will be distributed or if a new officer will be recommended. Any new officer will be chosen by a majority vote of the officers.

B. Selection of SGA Representatives:

1. Students from all programs will be selected annually to serve as representatives of the student body to the Student Government Association (SGA). At least one representative from each program will be solicited.

May Starts (One each)

Surg Tech
General Studies

August Starts (One each)

Nursing Level I
Nursing Level II
Radiation Therapy
Rad Tech Level
Rad Tech Level II
Clinical Laboratory Sciences
General Studies

January Starts (One each)

Nursing Level I
General Studies
Clinical Laboratory Sciences

2. Representative selection will be announced each semester.
3. All students currently enrolled in an academic program are eligible to volunteer as a representative. Representative selection will be coordinated by the SGA advisors. An SGA officer will notify each class level of the opportunity to serve as a representative, describing events and activities for the upcoming year.
4. Election results will be posted within 36 hours of balloting on the main lobby bulletin board.

C. Student Government Elections policy and procedure will be reviewed bi-annually.

III. APPROVAL

Name: _____

Title: President

Date: _____